Lockout/Tagout: Take Control

Audience: All workers

Average Training Time: 20 to 40 minutes

US Code of Federal Regulation Reference: Title 29, Part 1910, Section 147

Format / *Product Code:* CD-ROM (MPEG Video)/ *CLLOTMPG*

Produced by: Mastery Technologies, Inc.

Mastery interactive version based on original video content produced by: Comprehensive Loss Management, Inc.

OVERVIEW

Every workplace has the need for ongoing maintenance. Installation, repair, and servicing of machines and equipment may seem routine, but can be dangerous to employees performing the work.

Serious injury can be caused by the sudden and unexpected startup of the machinery or equipment, contact with live electrical circuits or the unexpected release of stored energy. Equipment that has been shut down may inadvertently be re-started or re-energized by a co-worker, or equipment that was thought to be shut down may be controlled by automatic processors, timers, or computers and may re-start automatically and without warning.

Failure to control hazardous energy sources results in approximately 120 deaths, 28,000 lost work days, and accounts for 10% of serious industrial accidents annually in the U.S. alone.

Fortunately, these hazards can be avoided through the use of lockout/tagout procedures. Lockout/tagout procedures isolate energy and control machinery and equipment, helping to protect employees servicing the equipment, operators, bystanders, and the equipment itself.

This course teaches your workers proper lockout/tagout procedures, why the procedures are important, how and when to use them, and how to safely restart the equipment or machinery. Twenty-four interactions help bring the course content to life and reliably assess your worker's understanding of the material. As with all Mastery Advantage™ courses, automatic reviews provide the remedial instruction your workers need to master 100% of the course's learning objectives.

TOPICS

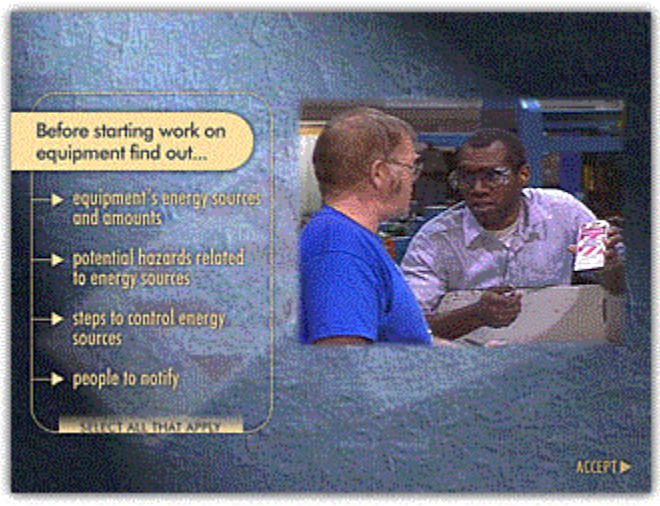
The course presents interactive instruction covering the following topical areas:

The Lockout/Tagout Program

- Defining Lockout/Tagout
- Authorized and Affected Employees
- The Written Program

Hazardous Energy

- Forms of Hazardous Energy
- Energy Risks
- Isolating Devices
- Energy Control Devices
- Equipment Differences
- Individual Locks and Keys
- Using Tags



Lockout/Tagout Procedures

- Proper Order of Lockout/Tagout Steps
- Step One - Preparation
- Step Two - Control the Energy Source
- Step Three - Isolate the Equipment
- Step Four - Attach the Lock and Tag
- Step Five - Control Stored Energy
- Step Six - Verify Zero Energy State

Start-up Procedures

- Proper Order of Start-up Steps
- Step One - Preparation
- Step Two - Remove Lockout Device and Tags
- Step Three - Notify Affected Employees

PERFORMANCE OBJECTIVES

This course will measure mastery on each of the following performance objectives. Upon completion, workers will be able to...

Explain the elements of a Lockout/Tagout Program

1. State the purpose of Lockout/Tagout.
2. Explain why locks are used.
3. List the information contained on tags.
4. Differentiate between authorized and affected employees.
5. Agree that both authorized and affected employees are involved in the lockout/tagout program.

Recognize hazardous energy sources

1. List forms of hazardous energy.
2. Recognize possible results of uncontrolled energy.

Control hazardous energy

1. Select examples of energy-isolating devices.
2. Agree to adhere to one lock and key per employee.
3. Agree to never share or exchange locks and keys.
4. Explain the purpose of tags.
5. Explain why tags should be difficult to remove.

Perform effective Lockout Tagout Procedures

1. Assemble the proper order of all lockout/tagout steps.
2. Agree that only trained, authorized employees should perform lockout/tagout.
3. Identify questions to ask before starting work on equipment.
4. Recognize the possibility of multiple energy sources.
5. Choose an example of isolating energy.
6. Recognize properly locked energy isolating devices.
7. Recall that energy can be stored in equipment even after the power has been shut off and isolated.
8. Identify the method used to verify zero energy.

Follow proper Start-up Procedures

1. Assemble the proper order of all start-up steps.
2. List things to check for prior to start-up.
3. Cite the need to check equipment after restarting.
4. Agree that start-up checks may require more than one person.
5. Recognize the need to notify affected employees after all locks and tags have been removed.